

Castleton Free Library
Board Meeting Minutes
November 25, 2019
APPROVED: January 27, 2020

Present:

Board Members: Pam Arel, Joan Brown, Tom Kearns, Nancy Mark, Pat Schroeder

Library Staff: Jan Jones, Library Director; Mary Kearns, Adult Librarian

Others in attendance: Sue Day

The meeting was called to order by Chair, Tom Kearns, at 6:02 p.m.

Minutes of the October 28, 2019 meeting were reviewed and approved as amended.

Buildings and Grounds:

Board reviewed a work estimate from Sbardella Roofing for repair of slate roof in the amount of \$1875.00. Nancy moved to approve repair from Sbardella with funds from the library budget; Joan seconded. All approved.

Jan reported that the furnace has been cleaned.

Financial Reports:

Financial statements from Heritage Family Credit Union and Edward Jones Financial Investments were reviewed and approved.

Heritage Family Credit Union checking account currently has a balance of \$49,154.

Edward Jones: \$301,543.65

Librarians' Reports:

Jan shared her concerns regarding the level funding of the library budget by the town, including this year and previous years. In particular she pointed to the salaries of the Castleton Free Library Director and of the Adult Librarian, and showed comparison salaries in Vermont for the same positions. Using data provided by the Vermont Department of Libraries, she called attention to the number of hours contracted by other Vermont libraries of similar size, commenting that most in a similar category have more paid hours for the staff.

The Trustees took these comments into consideration and reviewed the CFL budget, expenditures and projections for the next fiscal year. In this review, Jan reported that it is expected that the Union workers for the Town of Castleton will expect to receive a 2 to 3% increase for the coming year.

Joan moved the Board enter Executive Session, seconded by Pat.

All approved.

Executive Session entered at 7:50 p.m.

Tom Kearns and Jan Jones recused themselves.

The Board came out of Executive Session at 8:10 p.m. Tom and Jan joined the meeting. Joan moved to approve a new budget in the amount of \$118,171, seconded by Pat.

All approved.

Jan will submit the budget to the Town Manager for the 2020-2021 fiscal year.

The next Library Board meeting will be held on Monday, January 27 at 6:00 p.m. The agenda will include an early draft of a Memorandum of Understanding between the Town of Castleton and the Castleton Free Library, to be submitted by Pat and Nancy for review.

Respectfully Submitted,
Nancy Mark
Clerk